



**Delaware Bicycle Council**  
**October 5, 2022**  
**Zoom Webinar**  
**DRAFT Meeting Notes**

**Members Present**

Walt Bryan, Sussex County Representative  
Mack Cochran, Trails & Greenways Council  
Shebra Hall, Division of Public Health Representative  
Tom Hartley, Kent County Representative  
Scott Hoffman, At-Large Representative  
Mike Krumrine, DNREC Representative  
Jackie McDermott, Office of Highway Safety  
Evette Morrow, At-Large Representative  
Wendy Polasko, DelDOT Representative  
Mike Tyler, At-Large Representative  
Mike Wagner, Department of Education  
James Wilson, New Castle County Representative

**Members Absent**

Fran Cardaci, At-Large Representative  
Martin Lessner, Council on Transportation  
Cpl. Tyler Wright, DE State Police Representative

**DelDOT Support Staff**

John Fiori, Bicycle Coordinator, DelDOT  
Christina Thomas, Administrative Assistant, DelDOT

**Guests**

Jonathan Fleming, Public  
Chris Assay, Public

**I. Welcome/Introductions**

The meeting was called to order at 5:00 p.m. by Scott Hoffman. The Council meeting was held virtually, in which Scott Hoffman took a roll call of the Council members present. The quorum was met for the meeting.

**Minutes/Agenda Review:**

The Council reviewed the meeting minutes from August 3, 2022. Walt Bryan made the motion to accept the meeting minutes. James Wilson seconded the motion. All agreed, no one opposed. Motion passed.

**II. Public Comment**

No public comment.

**III. New Business**

**DelDOT Awarded Bicycle Friendly Business**

John Fiori indicated that in June, DelDOT submitted a renewal application for a Bicycle Friendly Business to the League of American Bicyclists. DelDOT already had a silver status from the last renewal from 2018-2022 and it was time to renew the application. The League of American Bicyclists looked over the application and on September 28<sup>th</sup> it was announced that DelDOT was again awarded the silver levels status as a Bicycle Friendly Business. This will be valid until 2026. DelDOT is one of many businesses across the country that are classified as a Bicycle Friendly Business. The League of American Bicyclists does provide recommendations to possibly help improve our status when we renew again. James Wilson asked what would it take to get Gold? John responded that he has not received the official report back on those types of items. Once they are received, John will review them and see what can be done.

**Cycling Infrastructure Innovation Funding Increase Letter**

Scott Hoffman wanted to discuss the grant funding increase request letter. In December 2021 the Council discussed about making a request to the Secretary of Transportation for an increase of funding for the cycling infrastructure innovation grant. Since DelDOT already submitted the funding requests for FY23 they were not able to do anything at that time. The Council discussed and decided to bring this back again and make a request for FY24. There was a letter the Council sent last time that was prepared by Tom Hartley. The letter provided an update on various grant projects and their outcomes. Tom wrote a little narrative and the council asked for a \$20,000 increase to \$40,000. Scott is thinking about updating this list of projects to make them current and then for the Council to decide on a number. James Wilson stated that the current grant program is \$30,000 plus the balance of the Council's budget, which is another \$20,000 making the Bicycle Council budget a total of \$50,000. Scott asked the Council for suggestions on what they should do for the grant program, such as increase grant funding. James does not think the Council should request any funds for any other purpose then to increase the grant funding. The grant is now \$30,000 and the Council has been splitting up the \$30,000 to two \$15,000 awards. It was discussed about having two \$20,000 grant awards to make a total of \$40,000. Michael Wagner made the motion to accept the new total amount of \$40,000. James wanted to bring up two things. Prices have gone up, so it is getting difficult to give two grants with the existing grant budget. The other would be that there are new types of projects that the Council could fund feasibility studies for that are in their nature more complicated. The two of the three applications that we received this year are the most ambitious and complicated types of projects. The Council were to want to try to fund those types of feasibility studies in the future, just going to need more money. The counter argument would be maybe we are reaching beyond our capacity to fund those more ambitious projects. Walt Bryan asked what capacity the Council has? James Wilson responded that the

Council has whatever hours John is willing to give and then the Council has some support from John's section at DelDOT. For this round of applications and previous years we have received some analytical input from what is now called the Active Transportation and Community Connection section at DelDOT. That is an important resource and I think could reasonably be pointed at as something that would make us better and gives us support to the grant program. Scott asked if there is any data on what you have? Is there a typical feasibility study cost? James responded there is limited data but moving from a situation where we are getting applications that are in the 10 or 15k and this year we have two out of the three applications which were \$20,000 and above. Scott stated just so everyone is aware, to write a proposal for something like a bicycle feasibility study will probably cost an engineering company \$2,000 so part of what James is saying is correct. To do the study would be about a \$15,000 proposal unless the engineering firm is writing that time off and you are receiving \$13,000 worth of work or somewhere around there. James stated if we were to make this request for additional funding, the Council could be upfront about this and acknowledge our interest in funding more complicated feasibility studies than in the past and say we think the Council is confident that we can continue to deliver the same kind of value in with the grant program even with more complicated projects. Mike Wagner made the motion to increase the grant to \$40,000. Tom Hartley seconded it. All agreed no one opposed. Will prepare the letter.

#### **IV. Old Business**

##### **Cycling Infrastructure Innovation Grant Update**

John Fiori reported that three applications were submitted, and the applicant were from Milton, New Castle County, and Seaford. John has already started to prepare the interviews that the Grant Working Group will have with those applicants. The New Castle County was scheduled on October 4<sup>th</sup> and the last two with Milton and Seaford are scheduled for October 11. Once those interviews are completed the Grant Working Group will meet and prepare their draft ranking of the projects for recommendation to award. John will be working on the executive summary on behalf of DelDOT where we would review the applications and provide our opinions and then distribute the executive summary to the Grant Working Group as well as the entire Council to review to help them decide on who to award the grant and possibly how much to award the grant. John indicated the executive summary is anticipated being done by the end of October or early November. Once John distributes the executive summary, the Grant Working Group can meet one final time to see if anything in the summary changes their opinion on the ranking. Then once the Grant Working Group has their final determination, it will be discussed at the December 7<sup>th</sup> meeting on their recommendation to award and then the Council will review that and vote.

##### **Safety Initiatives; Crash Reconstruction Unit Data Request**

James Wilson indicated he will contact the Reconstruction Unit for this data.

John Fiori wanted to announce that the SHAPE conference will be held on Friday October 14<sup>th</sup> at the Odessa High Scholl. The bicycle rodeo presentation will consist of setting up a bicycle rodeo course to show the instructors what a bicycle rodeo looks like and to have any of the instructors try the course. The presentation will be between 10:30 AM to 11:30 AM.

##### **Bicycle Route 1 Update**

Scott Hoffman talked with Mike Krumrine about what we do next with Bicycle Route 1. Mike Krumrine responded that there was not a whole lot. Chris Asay responded that we have made progress in various ways. There is just not an easy solution. Would like to see them keep moving forward on it not with the expectation that we can solve it right away but that we can provide some direction to future DelDOT projects. Scott stated that based on the input that we have received from people, we could maybe put a memo together that kind of describes some of the observations and thoughts that the initial groups put

together. Paul Moser is doing a lot of analysis with the level of traffic stress that can be input on it. Maybe it can be just a guiding for Planning projects that are moving ahead as planning type efforts. Scott asked John if we summarize the information would that be helpful to the Department? John responded yes, if you summarize it with the information you have done so far, like in Kent and Sussex, and kind of indicate some of the more concerned segments and making sure that if there is a DelDOT project or development project coming in to make sure that since it would be along bicycle Route 1 that certain improvements are done to help bring it up to certain standards for bicyclists. Scott asked Chris Asay if he could prepare that summary for Kent County based on what we worked on. We already have a pretty good summary from the Sussex County. Then Scott will talk with Mike Krumrine about a summary of what he found and will put that together in a memo and send it to John. John state that when plans through his office from DOTS and Development Coordination, they are reviewed to see if this project along Bike Route 1 and if it is recommendations are made. Developments are sometime required to make roadway improvements but then also include a non-motorized facility such as a sidewalk or a shared-use path. It will always help to have some back up especially from the Council to make sure that work is continuing being done. Mike Tyler asked to include him in the summary to see the objectives and what direction they are moving because he has ridden Bicycle Route 1 from Wilmington all the way down to Fenwick a long time ago and has concerns of safety especially with Route 1. James asked John to let him know if he thinks this should be an agenda item for the next Council meeting about the standard roadway cross-section and is that needed for this type of roadway on Bicycle Route 1. Wide Shoulders are not just about more asphalt, more cost, more right of way but they are also about vehicle speed. When you make the roadway wider people tend to drive faster. Is this something we should maybe talk about it in a little more length in December? John asked if there were specific improvements the Council would want to see instead of the shoulders and? James responded that he advocates for lower speed. Vehicles traveling at a lower speed so if we do have an incident and not with just a cyclist but also could be a car hitting another car or a car departing the roadway and striking an object off the side of the road. Not just talking about bicycle safety but talking about everyone's safety. All those types of crashes become severe the faster the vehicle is going. It is nice to have a shoulder if it is a fast road and think we should be careful about saying we want higher speed vehicles, which is an unfortunate side effect of shoulders. Would like to talk about both classifications and this might be interesting to the Council. Local Roads are 11-foot wide travel lanes and 5-foot wide shoulders and Major Collectors are 11-foot wide travel lanes and 8-foot or 10-foot wide shoulders. Need to think carefully on whether those are really optimal for cycling as well as for everyone driving around vehicles and whether we might want to be advocates for a different type of standard. Mike Tyler state that we really need some public awareness, and it goes hand in hand with the design of the road but there are going to be roads that are not going to be able to meet the qualifications of 11-foot travel lanes, 5 foot or 8 feet shoulders. Scott asked if we could include something that everyone agrees, like the Department should look at this other alternative to that standard. If we add to agenda item, then are asking John to show the typical road sections and James to bring some alternatives for the next meeting in December.

### **Senator Bikeway Map Update**

John Fiori stated that DelDOT had a meeting with the consultant back in June to get ideas about what the map is to look like but will have an update for the December meeting.

### **Priority Bikeway Projects Update**

John went over the Bikeway Projects. The Georgetown to Lewes Trail Cool Spring Road to Fisher Road was completed in September but we have not heard when the official ribbon cutting will be scheduled. Michael Tyler asked that a bike lane was installed that that follows Route 9 and where will that go? John responded that what was completed under this phase is they put in a separate 10-foot wide shared-use path on the north side of Route 9 from Cool Spring down to the signalized intersection at Hudson Road and Fisher Road intersection. Then cross Fisher Road and the trail comes down to the old railroad crossing,

where it ends. Under this project a trail was also constructed along the old railroad line back to the property line of Hudson Field and when Hudson Field is developed, they will tie into the trail. Michael Tyler asked has there been any more discussion about a bridge going over Route 9. John responded that he has not heard any discussions within DelDOT. Munchy Branch had some construction delays occur which pushed the project back. Hoping to have the project done by mid to end of October. Augustine Cut Off is one of the projects that was awarded a grant, but the project scheduled is still being determined. For School Lane the preliminary plans have been submitted. Once comments are submitted the consultant will be working on the semi-final plans. The project is still on schedule for PS&E date for March 2023 with construction in Summer 2023. This is another project that was awarded a grant from the Council which is installing a 10-foot wide shared-use path at the end of existing School Lane and goes along the back of William Penn down to the existing trail along 273. Tom Felice is the engineering working on this project. Mifflin Road to Dover High, the Survey plans were submitted in May and are working on developing preliminary plans. This will be a connection from Dover High to Mifflin Road to fill in a gap that is much needed right now along Route 8. James asked about Delaware Avenue. John responded that the project is still under construction but to check the project website for current updates. James indicated this is not just a normal project but a model or ground-breaking project. There is a bicycle traffic signal at every signalized intersection as it moves there through central Newark where you will have bicycle traffic phases to help people move through the intersections while they are on bicycles.

Tom Hartley made the motion to adjourn the meeting. Mike Tyler seconded the motion at 6:10 p.m. All agreed, no one opposed. Motion passed.

**Next meeting: Wednesday, December 7, 2022, from 5:00 p.m. to 7:00 p.m. to be held virtually unless otherwise determined.**

**To view the Delaware Bicycle Council video on YouTube:**